

**REGULAR BOARD MEETING November 14, 2022 (Monday, November 14, 2022)***Generated by Natasha Kotowicz on Sunday, December 11, 2022***Opening**

Procedural: Call to Order

In Attendance: Nikki Peterson-Chair; Jeff Steer-Vice Chair (7:15pm); Mark Jones-Clerk; Jordan Johnson-Director; Marshall Westberg-Director, Darby Boe Treasurer (7:15pm)

Absent:Sally Roller

Procedural: Pledge of Allegiance was spoken

Discussion: Open Forum no one spoke.

**Approval of Minutes**

Action, Minutes: Approval of Minutes October 10, 2022 Regular Meeting and Special Meeting October 26th, 2022

Recommended Action: Motion by: Westberg Second by: Johnson to approve the minutes of the Regular Meeting on August 8, 2022 to include the following:

correction of minutes-

adjourn s/b

Closed- @ 8:50pm m=Boe 2nd= Steer

Opened- @ 9:00 pm m=Jones 2nd=Westberg

Adjourn- @9:45pm m=Westberg 2nd=Steer

CU.

Minutes:Approval of Minutes Special Board Meeting October 26th, 2022 to include the following:CU

**Approval of Agenda**

Action, Procedural: Approval of Agenda

Recommended Action: Motion by: Jones Second by: Johnson to approve the agenda as presented or amended to include the following:CU

**Approval of Finances**

Action, Reports: Approval of Finances

Recommended Action: Motion by: Jones Second by: Johnson to approve payment of the Bremer Credit Card in the amount of \$8,665.34; bills in the amount of \$192,787.01, checks #74367-74455; wires in the amount of \$414,743.84; payroll in the amount of \$347,658.73; and student activity report. CU

**Enrollment**

Information, Reports: 2022/23 Student Enrollment K-6: 317; 7-12 233; TOTAL 550

**Reports**Reports:High School Principal Report Ben Miska verbal with handout.

Monday, 11.14.2022

Staffing

1. Approving the hiring of Kassie Solberg as paraprofessional
  - a. Currently fully staffed
2. Will have 2 maternity leaves coming for paraprofessionals this year
3. High School Staffing Needs for the 22/23 school year & beyond
  - a. Robotics Coach-See Mr. Gullikson's Letter
  - b. Speech Coach-Molly Fridstrom has agreed to be the advisor for this
  - c. Paraprofessionals
  - d. Substitutes-Especially para subs

Events/Meetings

1. QET Cell Phones
  - a. Developed a survey for staff, parents and students to determine
    - i. Where do people feel cell phones are appropriate to in attending?
    - ii. Where do people feel cell phones are appropriate to use
    - iii. What do people feel are appropriate consequences for violating the policy
    - iv. Student Survey
    - v. Teacher Survey
    - vi. Parent Survey
  - b. Will use data to determine recommended policy changes
2. Fundraisers
  - a. First reading tonight
  - b. Approval in December
  - c. WAO Fundraisers

## 3. Blood Drive at WAO

- a. Did not happen
- b. Company had technical issues

## Great Things at WAO High School the past month

1. Thank you to the Warren/Alvarado/Oslo communities for their support in voting for the building project at the school
2. Thank you to the Education Foundation for supporting the staff with the Fall Need's Grants
3. Finished Quarter 1 November 4
  - a. Thank you to all the staff that made Quarter 1 great
  - b. Students of the Quarter
    - i. Grades 6-8 Brooke Miller
    - ii. Grades 9-11 Matthew Johnson
    - iii. Grade 12 Austin Wittman
4. Veteran's Day Program November 11
5. American Education Week November 14-18

## Upcoming

1. November 14-Grades 7-12 girls' basketball practice starts
2. November 14-6th grade pizza sales start
3. November 21-Grades 7-12 boys' basketball practice starts
4. November 21-Band dinner & concert
5. November 23-ASVAB for Juniors
6. November 24 & 25-Thanksgiving break no school
7. November 29-7 Sophomores will be attending leadership conference in TRF

Reports:Elementart Principal Report Kelsey Johnson verbal with handout.

## November 14th, 2022 School Board Meeting - ELEMENTARY PRINCIPAL'S REPORT

## What's Happening at WAO Elementary

- American Education Week 2022 - THANK YOU, EDUCATORS!
- Thank you to our WAO communities for showing up to vote and supporting our building project - We are so thankful for this opportunity for our students, staff, and communities.
- Thank you to Frandsen Bank - \$500 donation for classroom books
- Quarter 1 Recognition Assembly was held on 11/4/22 - See attachment for details
  - 7 Students Recognized ○ 4 Staff Members Recognized ○ Unveiling of our week-long school-wide adventure - Thank you to Mrs. Hanson, Mr. Miska & Mr. Reller for helping us with the fun school climate event for students & staff!
- Committee Overview/Updates
  - WAO Elementary CARE Team
    - Character Strong ■ BrainWise ■ Till360
  - Literacy Committee
    - LETRS Training - Staff Development ■ FastBridge - Possible replacement of NWEA-MAP tests for the future
  - PLC Committee
    - Thank you to the committee & Denelle Klassy for the American Sign Language PLC opportunity for staff - 9 classes total were held each 1 hour
  - QET
    - Building Safety - Stacy Hanson/Nora Laymon
      - December 5th - School Violence Prevention Symposium - Waite Park, MN
    - Handbook/Policy
    - Next year staffing/scheduling needs

## Staffing 22/23 School Year

- Recommending Morgan Bukowski - Paraprofessional Remainder of 22/23 School Year
- Seeking Substitute Teachers & Paraprofessionals

## Upcoming Dates of Importance

- 11/18/22 - Kelsey @ MESPA Norther Division Meeting - Bemidji ● 11/18/22 - Substitute Educator Appreciation Day ● 11/18/22 @ 6 PM - WAO Staff Bingo - Warren Legion - Thank you Climate Committee! ● 11/24/22 & 11/25/22 - NO SCHOOL - Thanksgiving Break ● 12/8/22 - Elementary Christmas Program - More information coming soon!

👉👉👉 QUARTER 1 RECOGNITION ASSEMBLY 🧡👉👉👉 On November 4th, 2022 we held our quarterly recognition assembly! We used the time together to celebrate all the wonderful things that are happening at WAO Elementary. The following individuals were individually nominated and recognized during our assembly:

🧡👉👉 STUDENT RECOGNITIONS 🧡👉👉 Noah Zawistowski - Kindness Award ● Ella Przybylski - Respectful & Responsible Award  
Izzy Olson - Above & Beyond Award ● Izzy Moen - Biggest Heart Award Braydn Adamski - Student Growth Award ● Pony Pride  
Winners - Huntley Kelley, Oliver Parkman, Leah Erickson

🧡👉👉 STAFF RECOGNITIONS 🧡👉👉 ● Sam Sellers - Certificate of Appreciation Michelle Boroski - Honorary Kindergarten  
Endorsement ● Betty DuBore - WAO Education Association Teacher of the Year Ally Linder - Pony Pride Award

Congratulations to all those who were recognized and thank you to everyone at WAO Elementary for making it such a great place to be every day.

## Reports: Superintendent By Kirk Thorstenson.

## Superintendent Board Report November 14, 2022 Kirk Thorstenson

## Finance &amp; Facilities

- a. Modular classroom update: ● all concrete piers poured - 11/2/22 ● concrete testing - passed (American Engineering Testing) ● revised ramp drawings re-submitted to State on 11/10/22 ● awaiting State approval for building permit ● potential building delivery this week \* the unit cannot be set up until we have a signed permit
- b. Thank you to voters: ● published in Sheaf & social media

**Staff Growth, Achievement, and Support**

- c. Committee meeting changes - w/Thanksgiving ?? • District QET - Tues. Nov. 22 @ 3:20PM • Policy - Wed. Nov. 23 @ 7AM
- d. Work Session - Monday, Dec. 5 @ 7PM • Snow day transportation
- e. MSBA Leadership Conference - Thurs. Jan. 12 & Fri. Jan. 13 at the Minneapolis Convention Center. • Interest in attending?
- f. Communication flow chart • draft copy in executive files

**Reports: Board Committees**

Facilities- Jones reported they met 2 times. Discussion on Portable Classrooms, Fleet/transportation, Dishwasher.  
QET- Steer. Talked about LETRS training.

**Reports: AD Report**

11/4/22 From the Activity Director's Desk, 9 girls from the cheer team participated in "The Great MN Cheer Off" on Saturday, Oct. 8 in Coon Rapids. This event is sponsored by the Minnesota Cheerleading Coaches Association. It was a great experience for the cheer team. Custom chairs have been ordered for the teams to sit on in the main gym. 48 chairs and a rack were paid for by the Pony Booster Club. The graphics were designed Mr. Engfer's art class. Piage Michalski's design was chosen to be printed on the chairs. Our Band and Choir sounded great at the concert held on Oct. 17. Final planning and fundraising is taking place for the Band Trip to Orlando, Florida from March 27 to April 1. Winter basketball schedules have been set and confirmed. Both boys and girls basketball schedules have been posted to our schools web site. The shot clocks have been a thorn in our side. We are still working to get them up and running. WAO is hosting a One Act Play judging clinic on Nov. 17. Fall sport seasons have come to an end. Student and coach evaluations have been sent out. Students will be emailed the survey's. Volleyball and Cross Country surveys will be distributed and collected by myself. Mr. Miska will distribute and collect the football surveys and oversee the evaluation of coaches for football. FFA - Future Farmers of America is a new program at WAO and is being lead and organized by Miss Strand. Knowledge bowl has completed sign ups and organizational meetings. Mrs. Murray is the advisor and has volunteered to also run a JH group. E-games has had organizational meetings and will be coached by Mr. Relling. FCCLA has started up and has 13 active members and has been very active. Mrs. Pribula is the advisor. A technician from HB Sound and Light repaired the gym sound system, provided a fix for the sound station that sits next to the scores table, and will provide recommendations and estimates for upgrading the gym sound systems. Miss Fridstrom has agreed to be the Speech Coach. We most likely will not offer Robotics as an extra-curricular activity this year. Respectfully Submitted, Tony Gullikson

**Policy Reading**

Information: First Reading of WAO District Policies

722.22.01 - Public Data Requests

410.22.01 - Family Medical Leave

415.22.01 - Mandated Reporting / Maltreatment of Vulnerable Adults

Information: Second Reading of WAO District Policies

Second Reading of District Policies:

208.22.01 - Development of Policies

209.22.01 - Code of Ethics

210.22.01 - Conflict of Interest

Action (Consent): NA Adoption of WAO District Policies

Recommended Action: Motion by: Second by:

**Personnel**

Action: Hire - Kassie Solberg - HS Paraprofessional Step 1 training

Recommended Action: Motion: Johnson Second: Westberg to hire Kassie Solberg as High School Paraprofessional at Step 1 Training for the 22/23 school year. CU

**District Business**

Action: Adopt Resolution Canvassing Returns of Votes of School District Special Election

Action: Purchase of Drivers Education/Staff Vehicle

Recommended Action: Motion by: Westberg Second by: Johnson To purchase of a pre-owned 2019 Chevy Traverse LT from Dahlstrom Motors for \$31,881.25 with 64,121 miles and authorization to order new one. CU

Action: Lease of Dishwasher for Elementary School

Recommended Action: Motion by: Jones Second by: Westberg To lease a dishwasher for the Elementary School from Performance Foodservice at cost of \$209 mo. CU

Action:Boys Basketball C-team Coach

Recommended Action: Motion by: Peterson Second by: Steer To add a Boys Basketball C-Team game schedule & hire C-Team coach (8% of base) for the 22/23 season. CU

Discussion:Discussion - [WAO Fundraiser Master List](#)

List of Fundraisers for the year per activity and timeline.

Action:Advertise for Elementary Special Education teacher

Recommended Action: Motion by: Steer Second by: Jones To begin advertising for an additional SPED teacher at the Elementary School; based on SPED enrollment numbers maintaining or increasing; subject for review. CU

Action:LETRS Training and Staff Development for Elementary School Staff

Recommended Action: Motion by: Johnson Second by: Boe To purchase and approve the materials & staff development costs associated with the LETRS training program at the Elementary School. CU

Action:Hire - Molly Fridstrom & Jane Johnson as Co-Speech Coach

Recommended Action: Motion by: Boe Second by: Steer To hire Molly Fridstrom & Jane Johnson as Co-Speech Coach, at 6.5% of base, for the 2022/23 school year. CU

### **Important Dates**

Information:November Communication & Events

November Events:

14 - GBB 1st Day of Practice

16 - WAO Ed. Foundation Meeting @ 5:30PM  
Community Ed. Meeting @ 6:00PM

19 - GBB Scrimmage vs EGF at WAO

21 - BBB 1st Day of Practice  
Band Trip Dinner Theater Concert @ 7PM

24 & 25 - Thanksgiving - no school

29 - GBB vs. BGMR away

### **Adjourn**

Action: Adjourn. Next Work Session meeting will be Dec. 5, 2022 at 7:00 pm in the H.S. Multipurpose room.

Recommended Action: adjourn at:westberg steer @ 9:10pm.